Infinite Campus: SEEK at Risk ADM

Quick Reference Card

Custom Report: SEEK at Risk ADM Report- The purpose of this report is to allow school and district personnel to calculate the Average Daily Membership (ADM) of students with a Free FRAM eligibility. The Support Education Excellence in Kentucky (SEEK) funding formula provides funding based on a district's ADM of At Risk, or free lunch, students.

Selection Criteria: Use the Campus toolbar to select the school/academic/calendar year you would like to use for the report. If you are looking for multiple schools or calendars, choose "Select All". Input the start and end dates for which you are looking for or leave the dates blank to look at the complete school year. For end of the year SEEK At Risk verification with the Division of District Support, leave the date ranges blank. Control the reporting school year by the Campus toolbar. Choose PDF or CSV to generate which format you would like the report in. Use care when saving or printing the report! This report provides confidential information- the names and SSIDs of students with a Free FRAM eligibility.

KDE Contact: Samantha Engstrom, Office of Finance and Operations, Division of District Support

Pathway: KY State Reporting | KDE Reports | SEEK At Risk ADM
NOTE: Users must be granted access by local KSIS administrator before they will see this report.

Report Sample: The report will generate in Excel or PDF format. Each row provides data for a single student. The fields provided are: Report Date, Calendar, District Name, School Name, State ID, Student Name, Grade, Instructional Days, Enrollment Start Date, Enrollment End Date, Enrolled Days, Average Daily Membership, As of Date, Total Average Daily Membership Grade, District Student Count, and Total District Average Daily Membership.

PDF:

Average Daily Membership for *At Risk Students

Date Selection: 8/01/2019 to 6/30/2020

District Name/	Student SSID	Student Name	Grade	Instructional Days from Calendar	Enroll Start Date	Enroll End Date	Enrolled Instructional Days	SEEK AtRisk ADM
Edmonson County								
School Name								
Edmonson County Middle School								
	1234567890	Student 1	07	176	8/7/2019	5/21/2020	176	1.000
	3216549870	Student 2	07	176	8/7/2019	5/21/2020	176	1.000
	2315648970	Student 3	07	176	8/7/2019	5/21/2020	176	1.000

CSV:

	A	B	C	D	E	F	G	H	I	J	K
1	ReportDate	Calendar	DistrictName	schname	stateid	personname	grade	instructionaldays_1	startenrollment	endenrollment	enrolleddays
2	5/28/2020	Date Selection: 8/01/2019 to 6/30/2020	Edmonson County	Edmonson County Middle School	1234567890	Student 1	7	176	8/7/2019	5/21/2020	176
3	5/28/2020	Date Selection: 8/01/2019 to 6/30/2020	Edmonson County	Edmonson County Middle School	3216549870	Student 2	7	176	8/7/2019	5/21/2020	176
4	5/28/2020	Date Selection: 8/01/2019 to 6/30/2020	Edmonson County	Edmonson County Middle School	2315648970	Student 3	7	176	8/7/2019	5/21/2020	176

L	M	N	O
ADM_1	TotalADMGrade	DistrictStudentCount	TotalDistrictADM
1	70.062	147	143.949
1	70.062	147	143.949
1	70.062	147	143.949

Suggested report uses:

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- Used to verify SEEK At Risk ADM data at the end of each year. Directors of Pupil Personnel will receive SEEK At Risk ADM data at the end of each school year from the Division of District Support. Run the report to ensure the correct numbers have been pulled at the state level.
- Used to compare SEEK At Risk ADM data to previous year. Run during the year or at the end of the year to compare to the previous year (comparable date ranges). Comparison to previous year will highlight decreases that may be due to incorrect data entry – direct certification uploads, Household Income Form data entry, or Meal Benefit Form data entry.